

Rural Initiative Scheme Application Form



GRANT: *(Please tick appropriate box)*

Research

Energy Efficiency

Enterprise

Industry-Wide

Date commenced trading:

NB. Please fill in this application form as fully as possible. If you do not have enough space please submit additional information as appropriate.

1. Project Title and Summary:

FOR OFFICE USE ONLY
Date Received:

FOR OFFICE USE ONLY
File Ref: RIS

2. Describe the impact your proposal will have on other Jersey businesses, does your project create a new activity or displace existing activities? What share (%) of the Jersey market do you see your business occupying and what is its anticipated value?

3. What impact does your proposal have upon the environment? If you have an Environmental Impact Assessment (EIA), please submit it with this application. (Examples of environmental impact are; effects on carbon emissions, waste, energy use, landscape and wildlife).

4. What are the potential risks that might prevent successful completion of your project and how do you propose to manage these.

5. Please state why your proposal requires RIS funding and why funds cannot be raised from other sources to complete the project.

5.a Explain what would happen if RIS funding were not made available to you. Would the project go ahead on a smaller scale, or over a longer timescale?

5.b What other assets do you own and why have these not been used to fund this project?

5.c What key opportunities would be missed if the project was not funded under the RIS?

5.d Explain why you cannot fund the whole of your project yourself and why you need the rate of grant you have asked for.

5.e Please provide a copy of your last business accounts with this application. Show the capital value of the business and its potential to fund new development.

6. What impact will your proposal have on the labour market?

6.a How many seasonal or full-time jobs will your project create?

6.b How many of those jobs created require skilled labour and what are the skills required?

7. Briefly describe your business history and relevant qualifications. How do you think this will benefit and add to the success of the project?

8. Complete the Financial Business Plan (FP1) on pages 5 & 6 as fully as possible and outline the rationale behind your proposed business plan (i.e. How will it develop into a profitable and sustainable business).

8.a Rationale

8.b How will this project increase the profitability of your existing or proposed business venture?

9. Please provide any further information you consider important to support your application.

GST Registered: Yes No

Regulation of Undertakings License Number:

10. Summary of Project Funding & Cost

	Year 1	Year 2	Year 3	
	Research	Enterprise	Operation and Spin-offs	
Own Resources (a minimum of 20%)				(A)
Other Public Funds				(B)
Loans (specify source e.g. bank)				(C)
Other Funds (specify)				(D)
Shortfall (Grant applied for)				(E)
Estimated Total Cost of Project				<i>(A+B+C+D+E)</i>

DISCLAIMER

Economic Development reserves the right to withhold part or all of the grant in the event that any of the grant conditions are not met or statements made in the application cannot be verified.

Financial Business Plan (FP1)

Project Title:

Capital Requirements (Please submit at least 2 written quotations for each item listed below)

Description	Year 1 (£)	Year 2 (£)	Year 3 (£)
Total Capital			

Assumptions

Please state the assumptions used to calculate the revenues and expenses for *your project*.
For example, Sales in 1 year 1000 items @ £10.

Annual Income

Description	Year 1 (£)	Year 2 (£)	Year 3 (£)
Total Income			

Annual Expenses

Description	Year 1 (£)	Year 2 (£)	Year 3 (£)
Total Capital			

Surplus / Deficit

Description	Year 1 (£)	Year 2 (£)	Year 3 (£)
Total Surplus / Deficit.			

Other Expenses

Description	Year 1 (£)	Year 2 (£)	Year 3 (£)
Private Drawings			
Tax			
Capital Reimbursement			
Other			
Total			

Capital funding

Description	Year 1 (£)	Year 2 (£)	Year 3 (£)
Own Resources			
Bank Overdraft			
Bank Loan			
Hire Purchase			
Private Investor			
RIS			
Other			
Total Funds			

With the information currently available to me I can confirm the above estimates give a true and accurate picture of the financial implications of my proposal (to be signed only if Financial Business Plan [FP1] is completed by anyone other than the applicant).

Name: Signature:

Date:

Rural Initiative Scheme

Application Form

11. Company Name:

12. Contact Name:

13. Company Address:

.....

.....

Post Code:

14. Contact Telephone Number:

Contact Mobile Number:

15. Contact Email:

I/we certify the accuracy of the above information to the best of my/our knowledge and belief. I/we understand that any costs incurred will be at my/our own risk and that Economic Development will not be liable for any such costs should the application be unsuccessful. I/we understand that commencement of project work before Economic Development's approval, may render the application ineligible.

Signature:

On behalf of:

Date:

DISCLAIMER

These grants are discretionary and subject to the limitation of States funding. Economic Development reserve the right to request supporting documentation and evidence as required. A false or misleading statement, whether made by the applicant or authorised agent may mean that approval will be revoked and any grant may be withheld or recovered.

Please send all applications to:
Rural Economy, Howard Davis Farm, Trinity, Jersey, JE3 5JP.
Tel: +44(0)1534 441600 Fax: +44(0)1534 441601

RIS Application Form, Economic Development, States of Jersey

Grant Application Guidance Notes

1. Project Title
<ul style="list-style-type: none">• State the title of <i>your</i> proposed project as accurately as possible.
2. Impact on other Jersey businesses
<ul style="list-style-type: none">• Indicate whether your proposal may displace or reduce the income of other local businesses or whether you will be creating additional activity.
3. Environmental Impact Assessment (EIA)
<ul style="list-style-type: none">• Has an EIA been or intended to be carried out. If not, please indicate the effect of your project upon the environment (positive, neutral or negative) and why.
4. Risks to the project
<ul style="list-style-type: none">• Highlight any risks you anticipate which may prevent the successful completion of the project and how you intend to address these.
5. Reason for funding
<ul style="list-style-type: none">• State your reasons for requesting a grant and give an estimate of when your work is likely to commence together with an expected completion date.
6. Impact on the labour market
<ul style="list-style-type: none">• State how many additional skilled and /or unskilled jobs will be created and what skills will be required.
7. Business history
<ul style="list-style-type: none">• Briefly describe your business history or any relevant experience.
8. Financial plan
<ul style="list-style-type: none">• Please give a concise description of the proposal and the reasoning behind the project and fill in the financial business plan (FP1). Use additional sheets if necessary. Remember to include two written quotations with your application.
9. Additional Information
<ul style="list-style-type: none">• Please provide any further information that you consider important which will help your application.
10. Summary of project funding and cost
<ul style="list-style-type: none">• Please indicate how you intend to fund your proposed initiative. Applicants must provide a minimum of 20% of the overall investment from their own resources.
11-15. Company details and primary contact
<ul style="list-style-type: none">• Please state the full legal name of the individual or organization making this application, contact details and the address (site) where the work is to be carried out.

Please read the declaration carefully and sign and date in the appropriate places.